

**SALEM SCHOOL BUILDING/CONSTRUCTION COMMITTEE
MEETING MINUTES
JANUARY 9, 2013**

Attending:

Elbert Burr, Chairperson

William Weinschenker

Allyson Geida

Robert Green

John Bernier

Steve Buck

Diane Weston, Recording Secretary

Guests:

Donald Bourdeau

John Ireland

Steve Connelly

Peter Carey

Joseph Onofrio

Chairperson Elbert Burr opened the meeting at 7:00 P.M.

1. *A brief explanation on abatement testing and procedures over the past week by Stephen Connelly of Fuss and O'Neill.*
2. *Change order figures coming to update the 40's building abatement work as required by the State.*
3. *Discussion on the use of Tom Beebe's hours as owner representative.*

Steve Connelly explained the abatement process that is taking place at Salem School. He explained that air samples taken outside the containment area had tested positive for asbestos. The levels found were higher than the state limits and the only course of action was to close the school until the source was located and cleaned up.

The State is requiring all ceilings in the 40's building be removed to eliminate all elements of attic insulation and asbestos fiber that fell between the beams.

Fire rated barriers were discussed along with sealing the finished area to seal in the final cleaning.

The work schedule to finish the abatement process was discussed and how it would affect the school schedule in the ensuing weeks since all work had to be scheduled on weekends only.

An estimate of costs to finish the abatement process will be provided by Millennium shortly.

The work schedule for Phase 2 was discussed as to when the bathrooms outside the gym can get started.

There was some concern that the electrical service in the 40's building might have to be shut down in preparation for the final phase of the abatement process. Fuss and O'Neill will advise on this matter.

Discussion took place to have the school look at the possible relocation of students across from the gym in preparation for the work on the lower bathrooms. They agreed and will report back to the committee.

The use of the gym by the Salem Recreation Committee was discussed. It was decided that the best possible course of action was to close the gym till the 40's building abatement work was completed. The building will be closed to recreation programs on January 11, 12, 13, 18, 19, 20, 21 and possibly 25, 26 and 27.

The security badge system was discussed. It was asked if the contractors could pick up their badges in the trailer from the supervisor and not in the school. This course of action was approved by the superintendent.

John Ireland discussed the procedure for supplemental forms involving work change proposal requests. He also brought up the approval of glass for the windows and doors.

Discussion took place on the "Owner's Representative" Thomas Beebe. The Committee discussed with Thomas how he will use his allotted hours to best develop reports and on site visits. The hours he works will have to be watched closely due to Construction Committee budget constraints. Email and pictures will be used by Mr. Beebe to keep the Committee informed on the construction progress.

Don Bourdeau brought up the cost of the custodian hours to the school that are needed for the job due to the many evening and weekend hours required by the abatement process. Bill Weinschenker spoke with the town auditor and was told the custodians hours spent on the project could be reimbursed directly through the Building Committee. The school will need to submit an itemized detailed bill to the Committee. The Committee will transfer the funds to the General Fund and the General Fund will reimburse the school.

Bill Weinschenker requested an updated budget review as soon as possible. Chairman Burr agreed.

M/S/C (Weinschenker/Green) to adjourn meeting at 9:05 PM.

Vote: Approved unanimously.

Respectfully Submitted,
Elbert Burr

Diane Weston
Recording Secretary